

10/20/08 (7)

**Christine Joyce**

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**From:** Robert Surdel [bobsurdel@msn.com]  
**Sent:** Thursday, October 16, 2008 11:09 AM  
**To:** Manager Department; Bob Surdel; Marcia Rich  
**Subject:** Input for BoS 10/20 info packet

Attached is a one-page information sheet to be included in the BoS information packet. This information supplements the Acton Memorial Library Board of Trustees presentation currently scheduled for 8:20pm. (If it is possible for an earlier agenda time slot please let me know.)

Please include this attachment for the Monday 10/20 meeting.

Regards,  
Bob Surdel

10/16/2008

Acton Memorial Library Update  
Board of Selectmen Presentation October 20, 2008

Recent Achievements

- Civil War Exhibit now open
- Literary Arts Program – Robert Creeley poetry event: 800+ people heard Pulitzer Prize winning poet John Ashbery in Spring 2008 at school and public events
- Completion of the Long Range Plan document
- Significant audiovisual additions to the children's and adult non-fiction collections to meet community needs (largely recorded books and lecture series)
- Six new museum passes added (total 17) and implemented on-line reservations
- Hosted Cultural Days (Chinese, Brazilian, Indian, Russian) in conjunction with the AB Cultural Council
- Reconfiguration of circulation workspace to improve staff efficiency
- Reinstatement of Thursday evening hours and Sunday afternoons (now open 67 hrs/wk)
- Development of additional foreign language collections to meet community needs
- Addition of new databases: prepare patrons for educational and professional tests (SAT)
- Implementation of on-line payment of fines and lost materials

Key Statistics

- From FY01 to FY08 staff hours were flat; circulation increased from 27K/mo to 50K/mo
- AML circulation per resident was 56% higher than the average of the Minuteman Library Network's (MLN) 35 public library members
- AML is 13.6% below ALG comparable community municipal budgets for libraries
- Over 240,000 people came through AML's doors in FY08
- 560 meetings held at AML in FY08
- In FY 07, AML was the 4th busiest library in the state in terms of circulation per hour after Newton, Waltham, and Wellesley; 8th busiest in the state in terms of staff workload

Ongoing Needs / Trends

- Population growth increases pressure on circulation, programs, reference and services
- Community demographics place a premium on education and library use
- Diversity of cultural and language groups increase the challenge of library service
- Community demand has increased the need for non-print materials and databases
- Economic declines result in increased library usage: demand for higher activity & services
- High level of demand for materials cannot be met with the 15% required by the state

AML's Priorities

- FY10 request for \$48K for 70 more hours a week of staff time (non-benefited)
- FY10 request to increase the 15% materials budget (minimum state mandated) to 17%
- Increase Circulation staff to provide better service and make better use of upper level staff members' time and avoid burn-out
- Implement goals and objectives from the Long Range Plan
  - o Offer two new adult programs
  - o Strengthen three selected collections
  - o Reconfigure shelving for adult collection to accommodate expanding collections, especially non-print collections